



Council Action Form

MEETING DATE	Wednesday, October 11, 2017			
TITLE	NEW BUSINESS ITEM A: Public Hearing: (Ordinance 2017-38) An Ordinance Approving an Additional Appropriation (AA#5 -\$15,000 from Town General Cash Reserve to Town General PR Department)			
SUBMITTED BY	Name and Title: Dax Norton, Town Manager Department: Town Administration			
MEETING TYPE	Work Session Executive	Regular	Special	Retreat
AGENDA CLASSIFICATION	Consent	Presentation	Unfinished Business	New Business
	Ordinance	Resolution	Employment Contract	Proposal
ORDINANCE/RESOLUTION (New ordinances or resolutions assigned a new)	1st Reading	2nd Reading	PUBLIC HEARING	3rd Reading
	Ordinance #: 2017-38		Resolution #:	
CONTRACTS (Contracts must be previously signed by vendor for submission)	<u>Contract Required:</u> Yes No		<u>Signed Contract Attached:</u> Yes No	
APPROVALS/REVIEWS	Department Head		Budget/Finance - Reedy Financial Services	
	Assistant Town Manager		Legal Counsel - Steve Unger	
	Town Manager		Other:	
BACKGROUND(Includes Description and justification)	The Town Public Relations Department hired an assistant mid year 2017. The Public Relations Department Personal Services line needs to be increased by \$15,000 to provide additional funds for FICA, Insurance and Salary for the Assistant Public Relations position. This ordinance is requesting an additional appropriation from Town General Cash Reserves to Town General PR Personal services. The Town General Cash Reserve currently sits at \$1,300,000.			

BUDGET AND FINANCIAL IMPACT (Includes project costs and funding sources)	Budgeted \$:	No
	Expenditure \$:	\$15,000.00
	Source of Funds \$:	Town General Cash Reserves
	Additional Appropriation #:	\$15,000
	Narrative:	See above
Resolution and Ordinance Only)	Hold 1st Reading	
	Not Hold 1st Reading	
	Approve on Second Reading	
	Deny Approval	
PROJECT TIMELINE		
STAFF RECOMMENDATION (Town Council reserves the right to accept or deny recommendations)		
SUPPLEMENTAL INFORMATION (List of all attachments)	Ordinance 2017-38	